



**CHAMPAIGN COUNTY BOARD
FACILITIES COMMITTEE AGENDA**

County of Champaign, Urbana, Illinois

Tuesday, March 7, 2017 - 6:30 p.m.

Lyle Shields Meeting Room

Brookens Administrative Center, 1776 E. Washington St., Urbana

Committee Members:

Josh Hartke – Chair

Stan Harper – Vice-Chair

Jack Anderson

Shana Crews

Jim Goss

Giraldo Rosales

James Tinsley

Facility Tour: Sheriff's Office and Downtown Jail – 5:15 p.m. Meet at the Sheriff's Office, 204 E. Main St., Urbana, IL. Tour will begin at 5:15 p.m. and conclude by 6:10 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes – February 7, 2017
- V. Public Participation
- VI. Communications
- VII. Facilities Director's Report
 - A. Update on CCNH hot water heaters for the kitchen and laundry
 - B. Update on Coroner's Office, Election Supply, and Physical Plant generator purchase and installation
 - C. Update on CCNH chiller compressor replacement
 - D. Update on Brooken's two RTU replacements
 - E. Update on Dobbins Down playground removal
- VIII. Other Business
 - A. Semi Annual Review of Closed Session Minutes
- IX. Chair's Report
 - A. Future Meeting – Monday, April 3, 2017 at 6:30 pm
 - B. Tour of ILEAS – Meet in the ILEAS parking lot. Tour will begin at 5:15 p.m. and conclude by 6:10 p.m.
- X. Designation of Items to be Placed on the Consent Agenda
- XI. Adjournment

All meetings are at Brookens Administrative Center – 1776 E Washington Street in Urbana – unless otherwise noted. To enter Brookens after 4:30 p.m., enter at the north (rear) entrance located off Lierman Avenue.

Champaign County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities. Please contact Administrative Services, 217-384-3776, as soon as possible but no later than 48 hours before the scheduled meeting.



**Champaign County Board
Facilities Committee
County of Champaign, Urbana, Illinois**

7 **MINUTES – SUBJECT TO REVIEW AND APPROVAL**

8 **DATE:** Tuesday, February 7, 2017

9 **TIME:** 6:30 p.m.

10 **PLACE:** Lyle Shields Meeting Room

11 Brookens Administrative Center

12 1776 E. Washington, Urbana, IL 61802

13 **Committee Members**

14 Present: Josh Hartke (Chair), Stan Harper, Giraldo Rosales, James Tinsley

15 Absent: Jack Anderson, Shana Crews

16 **County Staff:** Rick Snider (County Administrator), Dana Brenner (Facilities Director), Linda Lane
17 (Administrative Assistant)

18 **Others Present:** Aaron Esry (County Board), Pattsy Petrie (County Board)

19 **MINUTES**

20 **I. Call to Order**

21 Committee Chair Hartke called the meeting to order at 6:30 p.m.

22 **II. Roll Call**

23 A verbal roll call was taken and a quorum was declared present.

24 **III. Approval of Agenda**

25 **MOTION** by Mr. Harper to approve the agenda; seconded by Mr. Rosales. Upon vote, the **Motion Carried**
26 **Unanimously.**

27 **IV. Approval of Minutes – January 3, 2017**

28 **MOTION** by Mr. Harper to approve the minutes of the January 3, 2017 meeting; seconded by Mr. Tinsley.
29 Upon vote, the **Motion Carried Unanimously.**

30 **V. Public Participation**

31 None

32 **VI. Communications**

33 None

34 **VII. Discussion and Direction for Capital Asset Projects for FY2017**

35 Mr. Brenner referenced a handout showing available money for this year and projected projects. He said
36 they budgeted \$532,261 for capital asset projects, and they had money left over from last year because
37 they didn't have enough to do the generator at the Coroner's office. He noted the amount left over is
38 \$104,487. Mr. Brenner said they will be receiving a DCEO grant reimbursement for the Brookens boiler
39 project for \$18,550. He stated the total available amount for capital asset projects is \$655,298 for FY2017.

40 Mr. Brenner said he worked with Bailey Edward and Henneman Engineering to come up with the list of
41 projects and prioritize them. He said the first project is a backup generator for 202 S Art Bartell, and he
42 explained why it would be for the entire building and not just the Coroner's office. Mr. Brenner said GHR
43 has given a proposal with 20% discretionary funding built into the bid. He summarized what is included
44 in the discretionary funding.

45 Mr. Brenner stated the second project is to replace the 48-year-old roof top units for Pod 200 at Brookens.
46 He said there are two more that will need replaced in the future. He noted there will be a small DCEO
47 grant opportunity for this project. He said the 20% contingency is built into this project also, as well as for
48 all the other projects.

49 Mr. Brenner commented that the third project is a water heater at the satellite jail. He said this is the last
50 original water heater and the one on the north side has already been replaced. He said they have received
51 pricing for this project as well.

52 Mr. Brenner noted that project four is a water heater at the nursing home, but said it's not the one done
53 last year. He explained that this is in the basement, supplies hot water to the laundry and kitchen, and is
54 original to the building. He went on to say the water in Champaign-Urbana is very hard and creates build-
55 up in water heaters and boilers. Mr. Brenner said a contractor looked at it and wanted to replace the heat
56 exchanger for about \$12,000, but he feels it makes more sense to replace the entire water heater.

57 Mr. Brenner said the next three projects are resealing and restriping parking lots at three locations: the
58 courthouse, the satellite jail, and METCAD and physical plant. He noted that the courthouse lot would be
59 charged back to the courthouse construction fund. He also explained that the satellite jail and METCAD
60 lots are in the worst shape. He said resealing them will give them 4-5 years of life before having to look
61 at doing something else.

62 Mr. Brenner noted the total projects are less than \$655,000 by about \$50,000. He said they would like to
63 hold on to that in case issues come up with these projects or if another emergency comes up.

64 Mr. Harper asked if it is feasible to look at commercial grade water softeners. Mr. Brenner answered that
65 it would be smart for those areas that supply the kitchens and laundry, but it's not necessary for the
66 boilers.

67 Mr. Tinsley wanted to know if it would be possible to purchase commercial water softeners with the
68 remaining \$50,000. Mr. Brenner replied he hasn't priced softeners, but will get some prices and report
69 back. Mr. Snider asked what the ongoing cost of the softeners would be. Mr. Brenner said there is a cost
70 for the salt or chemicals but he doesn't know what that would be.

71 **MOTION** by Mr. Rosales to approve the 2017 Proposed Capital Asset Projects; seconded by Mr. Harper.
72 Upon vote, the **Motion Carried Unanimously.**

73 **VIII. Facilities Director's Report**

74 *A. Update on Current ADA Interior Projects*

75 Mr. Brenner summarized for everyone what the projects entailed. He explained they worked it out
76 with DOJ so all 11 courtrooms didn't have to be remodeled to be compliant, but two did need to be
77 done. He said that the men's restrooms at the courthouse were also done. Mr. Brenner commented
78 that all six of the Brookens bathrooms had to be done because there were no ADA stalls. He said they
79 are about 90% complete with this project.

80 Mr. Rosales asked if there are any plans to move toward gender-neutral bathrooms. Mr. Snider replied
81 that they are not under any requirement to do so, but they should probably look into it. He said there
82 is no funding at this time though for that type of project.

83 **IX. Other Business**

84 Mr. Harper asked for an update on the Building and Grounds Manager position. Mr. Brenner explained
85 the process they went through. He said their first candidate got a counter offer from his current employer
86 so they offered the position to their second candidate, Chris Smith, who was a skilled trades worker for
87 the County. He noted that Mr. Smith's first day was January 1, 2017. Mr. Brenner commented that an
88 electrician's license was lost when Mr. Kirkland left. He said they are looking into having a current
89 employee obtain an electrician's license.

90

91 **X. Chair's Report**
92 A. Future Meeting – Tuesday, February 7, 2017 at 6:30 pm
93 Mr. Hartke informed everyone the next Facilities Committee meeting is scheduled for Tuesday, March
94 7, 2017.
95 Mr. Hartke said the downtown jail will probably be the March tour and he would like the entire board
96 to be invited.

97 **XI. Designation of Items to be Placed on the Consent Agenda**
98 Mr. Hartke noted Item VIII is to be placed on the consent agenda.

99 **XII. Adjournment**
100 There being no further business, Mr. Hartke adjourned the meeting at 6:53 p.m.
101

102 ***Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted*
103 *at the meeting.*